

Project Managers' Advisory Group

MINUTES November 21, 2005

Attending:

Sharon Hayes	ITS/EPMO
LaQuita Hudson	ITS
Jim Tulenko	ITS
Charles Richards	ITS
Shaw Erfani	ITS/EPMO
Jesus Lopez	ITS/EPMO
John McShane	ITS/EPMO
Bob Giannuzzi	ITS/EPMO
Gary Evans	DOT
Cheryl Ritter	DOT
Charles Fraley	DHHS/DIRM
Bruce Humphrey	NCCCS
Salman Sheikh	OSA
Mark Goodwin	DENR
Janet Flanders	DOR
John Correllus	Commerce

Welcome/Introductions: **Bob Giannuzzi** welcomed everyone to the meeting and asked first time participants to introduce themselves. **Mark Goodwin** responded. Approval of minutes for October was called for and agreed to.

Sharon Hayes announced the successful completion of the PMP certification by Angela Taylor, Deidre Brice and Kenneth Bergman, all of DHHS. Framed letters of congratulation from George Bakolia were to be delivered to each of them.

Sharon had asked to poll this group on whether any agencies are reimbursing employees for the PMP examination fee upon successful completion. Responses from those attending are as follows:

ITS	yes	
DHHS	uncertain	(Charles Fraley to follow up)
NCCCS	uncertain	(Bruce Humphrey to follow up)
The rest	no	

Bob Giannuzzi itemized the task groups that had been formed:

- 1) PM Methodology
- 2) PM Promotion & Education
- 3) Lessons Learned
- 4) Project vs. Program definition
- 5) PM Mentoring and Training

LaQuita Hudson reported on PM Promotion and Education. The group met with OSP on the banding process and what it would take to develop a band for project and program managers. OSP scoped the effort and is interested in pursuing it. Action items are being followed up. **Sharon** requested timelines. She also explained the benefits to employees of being in banded positions.

Gary Evans gave status on PM Methodology. A business case document draft is out for review. There was discussion on having a framework vs. methodology. **Sharon** would like a charter first.

Jim Tulenko stated that the Project vs. Program team is working on how to define a program on the PPM tool. **Gary** pointed out that the PMI website has a detailed description of what constitutes a program. **Cheryl Ritter** requested that Forrest Robson of DOT be invited to their next meeting.

Bob reported on the Mentoring and Training task group. A proposed mentoring process is in development. Further effort is on hold.

Sharon indicated that the Lessons Learned task group had not met and will also be put on the back burner.

Jim Tulenko reported that the previous week's Lunch and Learn on the PPM Tool was well received and generated good feedback and suggestions.

He had sent an email with a description of the 11/21 release. **Jim** circulated and reviewed the elements of the major release slated for 1Q06 as well as a wish list from the user community. These are available on the PPM website under "Additional PPM Tool Material":

<http://www.scio.state.nc.us/PortfolioManagementInitiative.asp>.

On the latter, he asked for feedback on priorities. **Jim** will provide monthly training to new licensees.

Bruce Humphrey discussed a problem he had with importing an MS Project file into PPM. He also lauded **Jim** on facilitating his learning curve on PPM.

Gary asked about the process for requesting a new PPM change. **Jim** advised opening an iWise ticket. **Gary** also asked about status of Charter and SOW entry into PPM.

Bob encouraged members to take advantage of the PMO Executive Council website information and teleconferences. Feedback has been favorable.

Sharon pointed out that the new Project Assessment Guidelines are posted on the EPMO website.

John Correllus proposed creating an FTP informal site on which PMs across the enterprise can share templates they use on their projects. **Sharon** would like the

PM Methodology to consider this. She will also follow up on what's involved technically to make this happen.

Gary gave a fine presentation on OPM3 case study. His presentation is available at <http://www.ncpmi.org/OPM3Overview.pdf>. **Sharon** would like agency feedback on PMI's software. If positive, she'll investigate potential for an enterprise license.

Meeting adjourned at 5:00 PM.